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DD/S 68-5898

DD/S&T #4034-68

2 DEC 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Administrative Authorities

REFERENCE : Your Memo, dtd 26 June 68, same subj

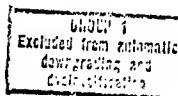
The proposed changes in administrative authorities outlined in reference have been reviewed, and we concur in the proposals with the following exceptions:

✓ PROPOSAL 10 Establish regulatory criteria and procedures for determining an employee's eligibility for home leave and the Home Service Transfer Allowance.

Although we concur in the desirability, if not necessity, that determination of eligibility for home leave and for the Home Service Transfer Allowance be coordinated at Headquarters with the processing of the reassignment questionnaire, we question the necessity of requiring field employees to execute separate certificates concerning future overseas assignments. Straight language in the regulations should suffice. Because assignments and reassignments of personnel are handled on a career service basis, it would not be advisable that the Director of Personnel have approving authority concerning the likelihood of future overseas assignments.

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PROPOSAL 11 Conform Agency regulations to State policy limiting the home leave of personnel assigned in the U. S. after an overseas tour to 15 workdays.

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Although there might be administrative ease in conforming to the State Department 15 workday ruling, it seems on balance the Agency's policy of 60 calendar days provides justifiable flexibility. I do feel, however, it should be clearly understood that 60 calendar days home leave is not automatic but granted only in situations when circumstances clearly warrant.



Carl E. Duckett
Deputy Director
for
Science and Technology

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